

Message Text

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47

ACTION SS-25

INFO OCT-01 ADP-00 SSO-00 /026 W
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P 111310 Z APR 73

FM AMEMBASSY TEHRAN

TO SECSTATE WASHDC PRIORITY 1815

C O N F I D E N T I A L TEHRAN 2326

EXDIS//////////

E. O. 11652: GDS

TAGS: OCON, IR

SUBJ: NEA CHIEFS OF MISSION CONFERENCE

REF: TEHRAN 1900

SUMMARY: MOST ARRANGEMENTS FOR THE CONFERENCE ARE FALLING INTO PLACE. HOWEVER, DEPARTMENT'S REACTION TO FOLLOWING REQUESTS AND PROPOSALS IS REQUESTED. END SUMMARY.

1. SEATING ARRANGEMENTS FOR CONFERENCE- WE PROPOSE RECTANGULAR SEATING ARRANGEMENT WITH DEPUTY SECRETARY, DIRECTOR KEOGH, ASST. SECRETARY SISCO AND AMBASSADOR HELMS SEATED AT HEAD OF TABLE. PERSON ASSIGNED SPECIAL TOPIC ON AGENDA COULD JOIN THEM. AMBASSADORS, CHARGES AND PRINCIPAL OFFICERS WILL BE SEATED ON BOTH SIDES OF TABLE ACCORDING TO ALPHABETICAL ORDER OF COUNTRY OF ASSIGNMENT; APPROPRIATE SENIOR OFFICERS OF WASHINGTON STAFF WILL BE AT LOWER END OF TABLE AND OTHER PARTICIPANTS WILL BE SEATED SEPARATELY ALONGSIDE THE CONFERENCE TABLE. DURING OPENING SESSION WIVES WILL ALSO BE SEATED NEAR TABLE. PLEASE CABLE NAMES OF OTHER PERSONS FROM WASHINGTON WHO WILL BE PARTICIPATING OR SITTING IN ON SESSIONS SO WE CAN WORK OUT DETAILED SEATING PLAN.

2. SEATING ARRANGEMENTS FOR WORKING LUNCHES- WE ARE PLANNING BUFFET LUNCHEONS WHICH CARAVANSARAI HAS CONSIDERABLE EXPERIENCE IN PREPARING. ONE OF LUNCHES WILL FEATURE IRANIAN DISHES. THERE WILL BE ADEQUATE SPACE

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FOR ALL PARTICIPANTS IN CONFERENCE. TWO SEATING ARRANGEMENTS OCCUR TO US. FIRST IS FREE ARRANGEMENT WITH PARTICIPANTS SITTING WHEREVER THEY WISH. SECOND IS TO HAVE TWO HEAD TABLES, EACH WITH CAPACITY OF TWELVE SPACES, TO BE HOSTED BY DEPUTY SECRETARY AND ASST. SECRETARY SISCO RESPECTIVELY. AMBASSADORS, CHARGES, ET AL WOULD ALTERNATE AT EACH TABLE EACH DAY. POSSIBLY DIRECTOR KEOGH COULD SERVE AS HOST ON TUESDAY LUNCHEON WHEN DEPUTY SECRETARY WILL BE ABSENT, IF SECOND ALTERNATIVE APPROVED, PLEASE CABLE THOSE TO BE INVITED FOR EACH TABLE ON MONDAY.

3. CONFERENCE REPORT- APPRECIATE GUIDANCE ON WHAT KING OF CONFERENCE REPORT IS ENVISAGED AND WHAT IS EXPECTED FROM EMBASSY IN WAY OF RAPPORTEURS, SECRETARIAL COVERAGE, ETC.

4. CONTROL ROOM- THE CONTROL ROOM WILL OPERATE FROM THE HOTEL SEMIRAMIS COMMENCING 3 PM SUNDAY, APR. 22, AND WILL THEREAFTER OPERATE FROM 5 PM TO MIDNIGHT. A CONTROL ROOM WILL OPERATE AT THE CONFERENCE SITE (CARAVANSARAI RESTAURANT) FROM 8 AM TO 5 PM ON THE 23 RD AND 24 TH.

5. SECRETARIAL AND COMMUNICATION SERVICES- CLASSIFIED OPERATIONS WILL BE CONFINED TO THE CONFERENCE AREA (SECOND FLOOR OF THE CARAVANSARAI) AND THA CHANCERY, WITH HOURLY COURIER RUNS BETWEEN BOTH LOCATIONS. THE CLASSIFIED READING ROOM AND SECRETARIAL SERVICES AREA FOR PARTICIPANTS WILL BE LOCATED ADJACENT TO THE CONFERENCE ROOM FROM 8 AM UNTIL CLOSE OF BUSINESS EACH DAY. IN ADDITION TO THE OFFICES BEING PROVIDED FOR THE DEUPTY SECRETARY, ASST. SECRETARY AND S/S, SPACE WILL ALSO BE AVAILABLE IN THE CHANCERY FOR THE USE OF PARTICIPANTS. SECRETARIAL SERVICES WILL BE PROVIDED UPON REQUEST IN THE EVENINGS.

6. MAPS- EMBASSY DOES NOT HAVE ADEQUATE MAPS TO SUPPORT TOPICS IN PROPOSED AGENDA. RECOMMEND DEPARTMENT BRING OR POUCH WHATEVER MAPS COVERING NEA AREA CONSIDERED APPROPRIATE AND NECESSARY FOR CONFERENCE DISCUSSIONS.

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7. GROUP PHOTOGRAPH- WE SUGGEST GROUP PHOTO BE TAKEN
IN FRONT OF CHANCERY AT 8:30 APR 23. DEPSEC CAN
WALK FROM THIS EVENT, ABOUT 100 YARDS, TO MEETING WITH
EMBASSY STAFF AT 8:35 AM, WHILE OTHERS PROCEED TO
CONFERENCE SITE.
HELMs

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